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Security Information

OFFICE OF TRAINING

NOTICE  
NO. 13-53

31 March 1953

SUBJECT: Reassignment of Parking Permits

REFERENCE: OTR Notice No. 13-52, dated 29 September 1952

1. Effective 13 April 1953, a reallocation of OTR parking spaces will be made and all existing assignments canceled as of that date. New permits will be issued on that date.

2. Assignments will be made on the same basis as heretofore. Priority assignments will be made for official vehicles and private cars used for official business, and the remaining spaces will be allocated to car pools on the basis of the number of OTR persons who participate in the pool on a regular basis.

3. The attached form should be completed by each person requesting a parking space and delivered to the Chief, Supply and Services Section not later than 6 April 1953. Requests for permits for official vehicles or private cars used for official business must bear the endorsement of the Division Chief concerned.

Attachment

Distribution: All OTR Personnel

MATTHEW BAIRD  
Director of Training

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This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.